

21 January 1963

DD/A
STAFF MINUTES
21 January 1963

Present: Scoville
Giller
Heber

Miller
Ledford

1. Colonel Giller gave a brief review of the status of our budget. In a recent discussion with General Carter, Mr. Kirkpatrick, the Comptroller and DD/A, the original approval of our 26 September paper was reaffirmed. There are still [] which have not been identified as to source, but the over-all approval still stands and the provision of these final amounts will be delayed awhile longer before any reduction of other non-DD/A programs is ordered.

2. The subject of working hours was discussed and it was agreed that all DD/A elements would henceforth be on the 0830 to 1700 schedule, except OEL which will continue 0800 to 1630.

3. General Carter called on the intercom shortly after the beginning of the meeting requesting written comments by noon for the ECI on our relations with DOD, specifically any problems currently being encountered. After a brief discussion it was agreed that Mr. Heber and Dr. Scoville would prepare comments.

4. Dr. Scoville expressed some concern regarding security practices in connection with a vulnerability study on OI by STD. It was agreed that Colonel Giller would brief [] OSA, on the particulars as known and request him to arrange for a security investigation of this matter. ACTION - Col. Giller.

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Subject: DD/E Staff Minutes I

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25X1 5. The members present were requested to give some thought to possible candidates to succeed [redacted] as the [redacted] in view of his stated desire to be relieved of his duties no later than April.

6. Brief mention was made of the Executive Director's memorandum of 18 January on the subject of an Agency-wide all source operations room. A copy of this memorandum will be forwarded to the AD's for their comments by 28 January.

7. Dr. Scoville gave back to Colonel Ledford the OSA paper on their various projects and contracts, for clarification of one of the paragraphs concerning attitudes and relations. It was agreed that this was a very useful compilation and should be provided the Comptroller, General Counsel, the O/DD/E and at least called to the attention of the Director which will be handled by Dr. Scoville following the requested clarification.

8. Colonel Ledford reported that there had been a fourth occurrence on a most recent mission of a vacuum solenoid problem in one of the cameras. This phenomenon has been under study by NICON. Dr. Scoville emphasized the urgent necessity of getting this problem corrected and requested a personal report. OSA ACTION.

9. The Director's 9:00 a.m. Meetings - Colonel Giller and Dr. Scoville pointed out that we should on appropriate occasions take the initiative to bring up items of important interest, or problems, at these meetings. It was requested that any item which it was desired or considered appropriate for the DD/E to bring up at these meetings be furnished the DD/E's office by close of business the day before.

10. Colonel Giller mentioned the receipt of a memorandum from the Executive Director stressing the necessity for internal coordination before relaying information to the Director. In this connection, Dr. Scoville suggested that Colonel Giller arrange a get together with the key representatives on air defense matters; i.e., OEL, OSA, O&I and any others that might be appropriate to clarify ways and means of handling the coordination of such problems.

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11. [] requested that each member present, review the minutes of previous staff meetings for the purpose of ascertaining the status of actions, and that we attempt to have a status review of these actions at future staff meetings. Joan has been asked to provide a follow-up on these actions.

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[]
**Executive Assistant
Deputy Director (Research)**

Distribution:

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- 1 - Scoville
- 2 - Giller
- 3 - []
- 4 - []
- 5 - Miller
- 6 - Ledford/Aber
- 7 - []
- 8 - DD/R Subj
- 9 - DD/R Chrono

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DDR: [] (21 Jan 63)